



SELF-EMPLOYMENT WORKSHEET

Month of: _____

NAME	
CLIENT ID	
1. BUSINESS NAME	TYPE OF BUSINESS
2. BUSINESS STREET ADDRESS	CITY STATE ZIP CODE
ORGANIZATIONAL STATUS <input type="checkbox"/> Partnership <input type="checkbox"/> Incorporated <input type="checkbox"/> Sole Proprietorship Partnership or Incorporated member's names and relationship: _____ If incorporated, monthly amount paid to you by corporation: _____	
CHECK AND COMPLETE IF STATEMENT APPLIES TO YOU	
<input type="checkbox"/> I am no longer self-employed	LAST DAY WORKED DATE OF LAST PAY AMOUNT
GROSS BUSINESS INCOME (IN MONTH OF REPORT)	BUSINESS LOCATION/EXPENSES
EMPLOYEES (Not including yourself, spouse, or your children)	1. Is business in your home? <input type="checkbox"/> Yes <input type="checkbox"/> No
Wages & Commissions (paid in month of report)	2. If YES, is the room/area used for business purposes only? <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer share of Social Security taxes (paid in month of report)	3. If Yes: Total square footage of your home: _____ Square footage used for business: _____
BUSINESS EXPENSES (paid <u>only</u> in month of report)	4. Rent (For Business Address or home business only)
Printing	5. Mortgage (INTEREST ONLY)
Postage/Shipping	6. Utilities (including telephone, electricity, water, etc.)
Supplies/Materials	BUSINESS/TRANSPORTATION COST
Advertising/Accounting	1. Is your vehicle used for business use only? <input type="checkbox"/> Yes <input type="checkbox"/> No
Insurance (business related only)	2. Total miles driven for month of report: _____
Business Licenses, trade dues, etc.	3. Total miles driven on the job for month of report: _____
Business Loan (Interest paid only)	4. Vehicle repairs for vehicle used for business (paid in month of report:)
Business tax (sales, U.I., L&I, B&O, etc.)	5. Registration & license fees for vehicle used for business (paid in month of report:)
Other (list and describe)	6. Interest only from payments on vehicles used for business (paid in month of report):
	7. Check and complete one: <input type="checkbox"/> I want to deduct \$.32.5 per mile for gas, oil and fluids. <input type="checkbox"/> I want to deduct actual expenses for gas, oil and fluids.